

Headquartered in Zurich, Switzerland, the Jacobs Foundation (JF) is one of the world's leading foundations in the field of child and youth development. Established by entrepreneur Klaus J. Jacobs and his family in 1989, its current endowment is valued at approximately CHF 7 billion. As an internationally active organization, JF commits on average an annual budget of CHF 45 million to support research projects and scientific institutions, as well as systems change interventions in the field of learning.

The Jacobs Foundation is looking for a

Finance Manager 80-100%, temporary for 8 months (15.01.2021-14.09.2021)

With the aim to improve impact driven decision-making, you will act as the proactive business partner and financial coach to the three program area teams, providing guidance on financing instruments, financial planning, scenario modelling, controlling, and reporting.

Your main responsibilities

- In collaboration with the program area teams and JF leadership, leading financial management of project portfolios, plans, strategies, and scenarios
- Leading performance management towards goals and strategies
- Leading reporting of financial results and impact against forecasts to JF leadership
- Building financial acumen in financial management and scenario modelling across the organization
- Taking an active role in initiating and maintaining impact finance activities, in collaboration with the Impact Finance team located in Abidjan, Ivory Coast
- Supporting JF leadership in financial management activities on JF-level, such as cash management, reporting and structuring of major programs and investments
- Developing and maintaining the financial model in JF's Impact Intelligence Solution (Planview)

Your profile

- MBA or Masters Degree in Finance, Economics, Business Administration or equivalent
- 5 years of experience in financial modelling, management/strategy consulting, investment management or other related fields
- Full professional proficiency in English (proficiency in German and French is a plus)
- Outstanding analytical, presentation, communication, and coaching skills
- Strong knowledge and skills in MS Office, ERP systems (e.g. Abacus) and planning software (e.g. Planview)

- Team-minded, self-motivated, and structured personality, enjoy working in a matrix structure

We offer

- A diverse, supportive, yet challenging working environment
- Attractive employment conditions in an international, dynamic, and entrepreneurial environment
- An exciting area of work at the intersection of social impact, impact investment, and professional financial management
- Working in a small team and at a privileged location in our Zurich office

If you fulfil the criteria and are motivated in working for an internationally active foundation in this challenging role, then please follow this [link](#) to start the application process and kindly include your CV and motivation letter. Please submit your application by 31 October 2020.

Jacobs Foundation
Seefeldquai 17
Postfach
CH-8034 Zürich

T +41(0)44 388 61 23
T +41(0)44 388 61 37

jf@jacobsfoundation.org
www.jacobsfoundation.org